



GRAHAM COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES

Health (928) 428-1962

826 West Main Street, Safford, Arizona 85546

Fax (928) 428-8074

DATE: April 09, 2018
TO: Applicant
FROM: Office of Environmental Health
SUBJECT: **WASTEWATER CLEARANCE LETTER**

If you plan to add to or modify a structure, or install or construct a home that discharges to an existing onsite wastewater treatment facility (septic system), an application is required.

The application and review process will determine whether the existing system is sufficiently sized to service the proposed structure(s), meets all setbacks, and is in compliance with all other requirements set forth by the Arizona Department of Environmental Quality.

Please submit the completed application to the Graham County Department of Health and Human Services, and allow up to ten business days for review. An onsite review of the structure or system and/or an onsite septic inspection, completed by a licensed septic pumper, may be requested by this Department prior to a decision being made. You will be contacted when the review is finished. If approved, there will be a \$75 charge for the Wastewater Clearance Letter. You will be given two copies of this letter, one to submit to the Planning and Zoning Office, and one for your records.

If you have any questions, or require assistance, please call us at (928) 428-0110.

APPLICATION

CLEARANCE TO CHANGE OR MODIFY A STRUCTURE DISHCHARGING TO AN ON-SITE WASTEWATER TREATMENT FACILITY

Property Owner _____ Parcel No. _____

Property Address _____ Phone No. _____

Subdivision _____ Lot No. _____

Mailing Address _____

Lot Size _____ Acres Public Water Private/Shared Well

Residential Non-Residential Commercial

Current Structure Information:

Type of Structure: Site Built Mobile/Manufactured Other _____

No. of Bedrooms _____ No. of Bathrooms _____ Kitchen _____ Laundry _____

Other _____ Building Size _____ Sq. Ft.

Non-Residential/ Commercial; No. of Employee's or people using the Facility _____

No. of Public Bathrooms _____ No. of Non-Public Bathrooms _____

Fixture Count _____ (See Attachment)

Proposed Change/Modification Information:

Type of Structure: Site Built Mobile/Manufactured Addition to Current Structure

Other _____ Building Size _____ Sq. Ft.

No. of Bedrooms _____ No. of Bathrooms _____ Kitchen _____ Laundry _____

Other _____ Fixture Count _____ (See Attachment)

Non-Residential/ Commercial; No. of Employee's or people using the Facility _____

No. of Public Bathrooms _____ No. of Non-Public Bathrooms _____

Wastewater Treatment Facility Information:

No. of Septic Systems on Property _____ Type: Conventional Alternative

Is Facility in Use: Yes No If No, How long out of Service _____

Wastewater Treatment Facility Information Cont'd

Last Date System was Pumped _____ Reason _____

Is the System currently Experiencing Problems: Yes No

If Yes Please Explain: _____

This Application **only** grants connections to the Inlet Sewer Line, work beyond this requires additional permits.

Any changes will require a further review process.

I certify that the information on this application is correct, and the Change/Modification will be in accordance with Local, County, State, and ADEQ rules and the specifications indicated in this application.

Applicants Signature _____ Date _____

PLEASE SUBMIT THE FOLLOWING WITH THE APPLICATION:

- Plot Plan: Drawing that shows the structure(s) and setback measurements, the septic location, and setback measurements (see sample).
- Current and Proposed Fixture Count worksheets.

ATTACHMENT

CURRENT FIXTURE COUNT:

Fixture Type	Fixture Value	X	No. of Fixtures	=	Fixture Count
Shower/tub combo	2		_____		_____
Bathtub only (regular)	2		_____		_____
Bathtub only (large)	3		_____		_____
Shower only	2		_____		_____
Sink, Bathroom (single or double)	1		_____		_____
Toilet (1.6 gpf.)	3		_____		_____
Toilet (<3.2 gpf.)	4		_____		_____
Toilet (>3.2 gpf.)	6		_____		_____
Bidet	2		_____		_____
Clothes Washer	2		_____		_____
Sink, Bar	1		_____		_____
Sink, Kitchen	2		_____		_____
Sink, Service	3		_____		_____
Sink/tub, Utility	2		_____		_____

Total Current Fixture Count: _____

ATTACHMENT

PROPOSED FIXTURE COUNT:

Fixture Type	Fixture Value	X	No. of Fixtures	=	Fixture Count
Shower/tub combo	2		_____		_____
Bathtub only (regular)	2		_____		_____
Bathtub only (large)	3		_____		_____
Shower only	2		_____		_____
Sink, Bathroom (single or double)	1		_____		_____
Toilet (1.6 gpf.)	3		_____		_____
Toilet (<3.2 gpf.)	4		_____		_____
Toilet (>3.2 gpf.)	6		_____		_____
Bidet	2		_____		_____
Clothes Washer	2		_____		_____
Sink, Bar	1		_____		_____
Sink, Kitchen	2		_____		_____
Sink, Service	3		_____		_____
Sink/tub, Utility	2		_____		_____

Total Proposed Fixture Count: _____

A.R.S. 11-1604: Prohibited acts by county and employees; enforcement; notice

- A. A county shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule, ordinance, or delegation agreement. A general grant of authority does not constitute a basis for imposing a licensing requirement or condition unless the authority specifically authorizes the requirement or condition.
- B. Unless specifically authorized, a county shall avoid duplication of other laws that do not enhance regulatory clarity and shall avoid dual permitting to the maximum extent practicable.
- C. This section does not prohibit county flexibility to issue licenses or adopt ordinances or codes.
- D. A county shall not request or initiate discussions with a person about waiving that person's rights.
- E. This section may be enforced in a private civil action and relief may be awarded against a county. The court may award reasonable attorney fees, damages and all fees associated with the license application to a party that prevails in an action against a county for a violation of this section.
- F. A county employee may not intentionally or knowingly violate this section. A violation of this section is cause for disciplinary action or dismissal pursuant to the county's adopted personnel policy.
- G. This section does not abrogate the immunity provided by section 12-820.01 or 12-820.02.

A.R.S. § 11-1602: Regulatory Bill of Rights

To ensure fair and open regulation by counties, a person:

- Is eligible for reimbursement of fees and other expenses if the person prevails by adjudication on the merits against a County in a court proceeding regarding a County decision as provided in A.R.S. §12-348.
- Is entitled to receive information and notice regarding inspections as provided in A.R.S. §11-1603 (effective June 30, 2012).
- Is entitled to have a County not base a licensing decision in whole or in part on licensing conditions or requirements that are not specifically authorized as provided in A.R.S. §11-1604.
- May have a County approve or deny the person's license application within a predetermined period of time as provided in A.R.S. §11-1605 (effective December 31, 2012).
- Is entitled to receive written or electronic notice from a County on denial of a license application (effective December 31, 2012):
 - That justifies the denial with references to the statute, ordinance, regulation, delegation agreement or authorized substantive policy statement on which the denial is based as provided in A.R.S. §11-1605.
 - That explains the applicant's right to appeal this denial as provided in A.R.S. § 11-1605.
- Is entitled to receive information regarding the license application process at the time the person obtains an application for a license as provided in A.R.S. § 11-1606.
- May inspect all ordinances, regulations, and substantive policy statements of a County, including a directory of documents, at the offices of the county or on the county's website as provided in A.R.S. § 11-1607.
- Unless specifically authorized, may expect counties to avoid duplication of their laws that do not enhance regulatory clarity and to avoid dual permitting to the maximum extent practicable as provided in A.R.S. § 11.1604.
- May file a complaint with the Board of Supervisors concerning an ordinance, regulation, or substantive policy statement that fails to comply with A.R.S. § 11-1602.

Notice of Inspection Rights

Upon entry to the premises, the County Inspector(s) met with me, presented photo identification, and explained that the purpose of the visit was to conduct an inspection necessary for the issuance of a permit or license and to determine compliance with permit requirements. ***I understand that:***

- Graham County has legal authority to conduct inspections under its Delegation Agreement with the Arizona Department of Health Services.
- I may accompany the Department Inspector(s) on the premises, except during confidential interviews.
- There are no direct fees for this inspection; however, the costs for conducting inspections are included in the annual permit fees.
- I have the right to copies of any original document(s) taken from the premises by the County during the inspection if the County is permitted by law to take the original document(s).
- I have the right to have a split or duplicate of any samples taken during the inspection for the purpose of lab analysis, if the split or duplicate of any samples would not prohibit an analysis from being conducted or render an analysis inconclusive.
- I have the right to copies of any analysis performed on samples taken during the inspection.
- Each person whose conversation with the County Inspector during the inspection is tape recorded will be informed that the conversation is being tape recorded.
- Each person interviewed during the inspection will be informed that their statements may be included in the inspection report.
- The County may provide the regulated person an opportunity to correct deficiencies noted during an inspection, either during or after the inspection; however, a County decision with regard to whether the regulated facility has corrected the deficiency and is in substantial compliance is not an appealable County action. (See A.R.S. § 11-1603 E, F)
- If I have any questions about this inspection I may contact Gavin Lawson, Environmental Health Manager, RS/REHS, at (928) 428-1962.
- I may appeal the results of an inspection to Brian Douglas, Graham County Health Director, 826 West Main Street, Safford, Arizona, 85546, (928) 428-1962. My administrative hearing rights are also set forth in A.R.S. § 41-1061 to -1066.
- I may request that the County clarify its interpretation or application of a statute, ordinance, regulation, delegation agreement or authorized policy statement, by filing a written request in accordance with A.R.S. § 11-1609 and directed to the attention of the Graham County Health Director.
- I may file a complaint with the Graham County Board of Supervisors concerning ordinances, regulations, substantive policy statements, or County practices that are alleged to violate the Regulatory Bill of Rights Statutes (A.R.S. § 11-1601 to -1610).